

VAM Reporting in FAST

Background

Federal Management Regulation (FMR) 102-34.50 requires that executive agencies establish and document a structured vehicle allocation methodology (VAM) to determine the appropriate size, number, and types of motor vehicles.

The schedule for completing VAM studies, uploading optimal fleet profiles, and submitting Management Plans has been revised to better correspond to the normal annual cycle of fleet management and reporting in the Federal Automotive Statistical Tool (FAST). The format for reporting your agency's optimal fleet has also been simplified.

Optimal Fleet Profile

Each agency must have an updated Optimal Fleet Profile loaded into FAST that reflects the results of the most recent VAM study. The current template for submitting an agency's Optimal Fleet Profile is available from the FAST Help site (<https://fastweb.inl.gov/help/> -- select "Resources", then "Import Templates") or within FAST (select "VAM Optimal Fleet Reporting" on the "Admin Tools" page). When that template has been filled in with information about the numbers and types of vehicles comprising the agency's optimal fleet identified by the VAM study, the completed template can be uploaded to FAST. As an agency completes subsequent VAM studies that result in needed updates to its current Optimal Fleet Profile, the agency can upload a new fleet profile as frequently as needed.

Further Information:

For complete guidance on the VAM requirement, the General Services Administration (GSA) has issued GSA Bulletin FMR B-43, March 20, 2017, available at <https://www.gsa.gov/portal/content/102955#MotorVehicleManagement>